



## ROCKY MOUNTAIN COORDINATING GROUP

Bureau of Indian Affairs (Southwest, Rocky Mountain and Great Plains Regions)  
Bureau of Land Management (Colorado and Wyoming)  
Fish and Wildlife Service (Mountain/Prairie Region)  
Forest Service (Rocky Mountain Region)  
National Park Service (Intermountain and Midwest Regions)  
State Agencies in Colorado, Wyoming, South Dakota, Nebraska and Kansas

### Rocky Mountain Coordinating Group Meeting Rapid City, South Dakota April 4-8, 2005

#### FINAL MEETING MINUTES

##### Members Present:

Lindon Wiebe  
John Glenn  
Bill Wallis  
David Carter  
Dean Clark  
Ray Weidenhaft  
Joe Lowe  
Ross Hauck  
Cal Pino  
Darrell Ausborn  
Jim Fletcher  
Joyce Feeley

##### Members Not Present:

Don Westover  
Tom Corbin

##### Dinner Meeting 04/04/2005

RMCG met the evening of 04/04/2005 to review the agenda topics and weeks planned events.

##### RMCG Meeting with Incident Commanders (IC)

###### **Jim Krugman – IC, Type 1 Team**

###### Issues Discussed:

- Driving vs. Flying to incident – Jim confirmed he will fly to the incident if it is necessary to meet the timeframe of the requesting unit. To drive or fly will be negotiated with the requesting unit when the team is ordered.
- Team – RMCG Communication - During fire season or on an assignment, IC and team communication with RMCG needs to go through the RMA Duty Officer.
- Team size – RMCG is concerned with the negativity of team members concerning team size. Jim said the team does not like the decision but will deal with it. If a team feels they cannot safely do the mission with the team size that will be communicated to the Duty Officer. RMCG will back them but they must communicate in a cooperative manner.
- Area Command position – Jim has resigned his Area Command position.
- Operations Committee position – RMCG asked Jim to step down from the OPS Committee.
- IC evaluation – Jim asked RMCG how they want to receive IC evaluations. IC/Team evaluations will go to Jim Krugman, then to Jim Fletcher, then to RMCG.
- Cost Share agreements – Not negotiated by IMT.
- Cost Containment – OMB is shadowing.
- Incident Business Analyst – Teams would like to have the IBA pre-identified.

The original intent was to meet with each IC independently but too many of the issues pertained to all so, at this point, all the ICs joined the meeting.



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### RMCG Meeting with Incident Commanders (IC) (continued)

Issues Discussed:

- Preorders – RMCG would like to see copies of the team preorders, reflecting the new team configuration, as soon as possible. [Teams will send copies of the preorders through RMC for distribution to RMCG.](#)
- Incident Resources – There needs to be communication and negotiation between the team and the sponsoring agency concerning resources already on the incident and available. [Teams assured RMCG they will do this.](#)
- Human Resource Specialist – [RMCG supports the use of HRSP on team incidents whenever possible. ICs will benefit so use them when you can.](#)
- Cache Plan – Jim Krugman reported the draft Rocky Mountain Area Cache (RMK) Plan is out for comments. He has received a few comments and has rewritten the plan twice. One big issue facing the RMK is the Forest Service driver issue. The RMK needs Forest Service drivers with an agency license.
- Type 3 Cache Van – The type 3 cache van is not identified as such in the mobe guide. It was agreed that it does need to be. [Jim Fletcher will draft an amendment to the mobe guide. The type 3 cache van mobilization will be tied to planning levels and will come with a Supply Unit Leader or equivalent. The draft amendment is due by April 27, 2005.](#)

### RMCG Meeting with Committee Chairs

#### Training Committee, Chair - Scott McDermid

- Training Committee is in the process of doing the annual review of the training providers MOUs. The Committee is evaluating how to manage existing and proposed MOUs and is seeking a determination from RMCG on the development of an evaluation and monitoring process for those entities in which MOUs exist and how to manage this with minimal staffing and lack of funding for the Zone training representatives. **(HO-1)**  
*Alternative 1* – Do not issue a MOU to any training provider outside educational institutions and academies.  
*Alternative 2* – Training Committee would receive MOU requests from training providers, forward to RMCG for approval on a case-by-case basis. (Current process)  
*Alternative 3* – A state or multiple states could take on the responsibility of MOUs for the RMCG.  
**Decision: RMCG approved Alternative #1.**
- [States will explore grants to try to increase the training staff.](#)
- [Training Committee will draft the letter \(from RMCG\) reinforcing the process as they want it.](#)
- [The Training Committee will have the complete training catalog on the web page by June, 2005](#)
- [The Training Committee presented a form that will be used for the annual review of training MOUs. \(HO-2\)](#)

#### Safety Committee, Liaison – Joe Lowe

- The Safety Committee is concentrating on getting safety information and issues out to the field as soon as it comes up.
- Safety is working on a Safety Trend Analysis – [Joe will send a copy out to everyone.](#)
- [Joe will send a copy of the list of Safety Committee members.](#)



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### Operations Committee, Chair - Steve Eckert

- New Charter has been reviewed and approved.
- Ops Committee is looking at the protocol and process for S-420 applications.
- RMCG felt the IC selections were too late this year. This was probably due to verification of qualifications. RMCG suggested that, in the future, and IQCS Master Record should accompany applications.

**Decision:** IC selection recommendations are due to RMCG by November 1<sup>st</sup>.

### Incident Business Management Committee, Member – Brenda Even

- The Committee is looking into a standard policy for hiring/signing-up ADs, such as “who signs them up” and “who will be the record custodian”. ADs feel they have a *right* to be signed up and to be dispatched nationally whenever available. Agencies feel if they are the sponsoring unit, the AD has a responsibility to that unit and should be available if the sponsoring unit has activity.
- The Committee will look for, or develop, written policy on how to deal with this problem.
- The BIA will send a letter to RMCG nominating Rob Juhola as a member of the Committee.

### Fuels and Fire Use Committee, Liaison – Dean Clark (HO-3)

- Cal Anacker is the new chair of the Committee
- The Committee wished to recognize Mike Frary, BLM Colorado State Fire Ecologist for the development of the interagency prescribed burn plan template. The success of this planning framework has resulted in its use in the new interagency prescribe burn implementation guide, scheduled for national approval in FY06.
- The Committee asked RMCG approval for awarding participants of the first day's sessions of this meeting, four hours of fire refresher credit. The session was initiated with a review of the 10 Standard Fire Orders and the common threads between fire suppression, prescribed fire and fire use problem.
- **Decision:** RMCG approved. Certificates will be issued to Committee members.
- The Committee requested RMCG endorsement of the concerns itemized below:
  - Administrative pressure in the form of artificial targets
  - Reduced fuels budgets without commensurate reductions in acreage targets
  - Cumulative fatigue at the ICT#, FUMA, RXB level
  - Contractor oversight is diluted at peak season with demands of fire activity
  - Predominant scheduling of Rx in fall inevitable relies on tire crews and OH
  - Work rest cycles are not uniformly applied with Rx activities at the local level
  - Dependence upon Rx personnel and crews from other agencies with similar priorities has the potential to over use the qualified people
  - Non-fire issues are increasingly diverting attention from safety first tactics
  - ‘Head-hunting’ is perceived by the field when reviews are conducted and a perception that there is ‘Zero room for error’ in Rx burning.

**Decision:** RMCG approves the concerns and supports it going to the national level.

### Information Education Committee, Chair – Karen Bergethon (HO-4)

- The revised charter was presented for review and approval.
- The Committee asked RMCG for their support in finding new committee members to represent the BIA and F&W.
- The Committee's 2005 plan of work and list of members were included in the handout.
- There was a question concerning the correct way to distribute committee meeting minutes. The procedure is included in the RMCG Committee Expectations. Joyce will send the Expectations out to each committee chair. RMCG appreciates the Committee's work and energy and would like to use the Committee to get word out on what ‘good things’ RMCG is doing.



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### **Dispatch Committee, Member – Jim Fletcher**

- The annual Dispatch workshop will be in Fort Collins, April 26-28, 2005. April 26 is a ROSS day for Center Managers.
  - Dispatch Committee Charter
  - Dispatch Training
  - Dispatch Centers are all dealing with IQCS. So many on-going changes but it seems to be going ok.
  - Dealing with ROSS standards for dispatching aircraft in ROSS. This is fairly new and Dispatch Centers are still struggling.
  - Committee asked for RMCG approval on a change of Dispatch Center boundaries for Casper Interagency Dispatch Center and Great Plains Dispatch Center. A map outlining the change was passed out and reasons and justification was explained by Ray Weidenhaft and Jim Fletcher.  
**Decision: RMCG approves the proposed change in the Dispatch Center boundaries for Casper Interagency Dispatch Center and Great Plains Dispatch Center.**
  - Rocky Mountain area will continue to reassess Dispatch Center boundaries.
  - Jim is still looking into setting up Regional Mob Centers within the Rocky Mountain area.
  - The Dispatch Committee asked RMCG for:
    - Better RMCG representation at Dispatch meetings and Center Board meetings
    - Incident business assistance
    - Budget support
- RMCG reminded the Dispatch Committee to present their requests/issues on an issue paper and to include recommendations for dealing with the issue.

### **Aviation Committee, Chair – John Glenn (HO-5)**

John handed out copies of the new Aviation Committee charter. The charter was reviewed and it was recommended to change the name from 'Aviation Working Committee' to 'Aviation Committee'.

**Decision: RMCG approved the charter with the change.**

### **Dispatch Center Board Chairs**

- RMCG invited each Dispatch Center Board Chair to attend a meeting during the Spring meeting to provide input to a few questions regarding the effectiveness of their Dispatch Center Board. The Chairs were given the following questions for their discussion:
  1. Who is the board chair and who are the members?
  2. Do you have a charter? Can we have a copy?
  3. How often does the board meet (regularly scheduled or CWN)?
  4. How's the board working, functioning, etc (effectiveness)?
  5. How can RMCG help you be successful?
- RMCG was also interested in hearing about your top 4-5 strategic objectives that you would like to meet in the next 3-5 and 10 years. In coordination with the RMCG liaison, can the board conduct a review of your zone dispatch program in the near future (strategic planning)

### **Montrose Interagency Dispatch Center (MTC) – Board Chair, Steve Ellis**

- The Board has two charters, one for Federal fire management and one for State and Federal fire management.
- The Board does not meet very often.
- Issue – none of the current dispatcher meet the IFP qualifications for their positions.



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### **Great Plains Interagency Dispatch Center (GPC) – Board Chair, Terry Chaplin**

- The Board and the Dispatch Center are in the third year of operation.
- There is a good Standard Operating Plan
- GPC will be taking on the Nebraska National Forest and is trying to integrate the Fish & Wildlife Service.

### **Pueblo Interagency Dispatch Center (PBC) – Board Chair, Ted Moore**

- The Board has eight members.
- [The Board needs RMCG direction on where do go and how to deal with the 5-10% increase workload per year.](#)
- They meet regularly, in February, October and conference calls when needed.
- Dealing with how to address fair share for services provided to non-paying members.

### **Durango Interagency Dispatch Center (DRC) – Mark Mullenix for Board Chair, Bob Roberts**

- They do have a current charter.
- They have a fuels and equipment committee that is attached to the dispatch center committee.
- They meet regularly and have conference calls when needed.

### **Grand Junction Interagency Dispatch Center (GJC) – Board Chair, Bill Hannenberg**

- They have a current charter.
- Aviation support is a big part of their program.
- They are getting a new dispatch and air center. It should be completed and ready to move into by October 1, 2004.

### **Casper Interagency Dispatch Center (CPC) – Ray Weidenhaft for Board Chair, Ken Schmid**

- They have a current charter.
- There is a boundary change which includes most of Weston county.
- They meet regularly.

### **Rawlins Interagency Dispatch Center (RWC) – John Glenn for Board Chair, Mike Holbert**

- They have a current charter.
- They Board is made up of Line Officers. They have an Operations Board who makes decisions and supervises the Center Manager.
- They had a MAC simulation exercise for the Board that went well.
- They meet regularly but are having some difficulties with IFPM.

### **Cody Interagency Dispatch Center (CDC) – Joyce Feeley for Board Chair, Paul Morency**

- They have a current charter.
- They meet regularly at least twice a year and have conference calls weekly during fire season.
- They are getting a new Dispatch Center. Construction will hopefully begin in the fall of 2005.
- RMCG decisions affecting the Dispatch Center should be communicated through the Board.
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RMCG thanked the Board Chairs for showing up and felt the meeting was very worthwhile. RMCG and Center Board Chairs would like to meet each year at the spring meeting.

RMCG is looking at how we are all going to deal with the increased workloads and the workload associated with "all risk". How are the Boards preparing for this. Some items RMCG reminded Board to be look at:

1. Stay on top of needs and opportunities for grant dollars.
2. Use Fire Org for your workload analysis. It may not be ideal but it is a good start.





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### Miscellaneous Topics

- Conference calls will continue the first Thursday of every month beginning at 0930. **Next conference call will be May 5, 2005 at 0930.**
- Lindon polled each member for their availability and their Line Officer availability for the Executive MAC meeting schedule for May 20, 2005. **It was decided the meeting date would remain 05/20/2005. Lindon will send a letter announcing the final meeting date. Decisions will be finalized on the 5/5/2005 conference call.**
- RMCG Business Manager position will not be finalized until the next fiscal year.
- **Lindon will send out the draft charter for the Fire Program Analysis Committee. It will be a discussion topic for the 5/5/2005 conference call.**
- The Structure Protection Specialist Task Book has been developed by Dick Spiess, as tasked by the RMCG OPS Committee. **(HO-6) The task book was reviewed and adopted by RMCG and will be used immediately in the Rocky Mountain area until NWCG replaces it.**
- The letter of appreciation to team members supervisors thanking them for letting their people participate on teams. RMCG feels this is a good move and needs to get done.  
**Decision: RMCG tasked the OPS Committee to develop a list of team members, their supervisors and supervisors addresses.**
- Team members, via the OPS Committee, asked RMCG to send a letter to NMAC voicing their concerns on NMAC's decision on team size and offering some considerations for future decisions.  
**Decision: RMCG tasked Dave Carter to draft the letter and send out to members for approval.**
- Lindon handed out the 'Pre-Mortem' briefing paper (HO-7). The Forest Service will take the lead and gained interagency support for this effort, with RMCG letterhead. An interagency task team (RMA) has been requested to 'look ahead' and determine potential causal factors of concern for incident-accident-injury-tragedy.

### Schedule

- **Conference Call** – May 5, 2005 at 0930
- **Joint RM/GB Fall Meeting** – October 18, 19, 20 in Salt Lake City area. The exact date and location will be determined by EGB.

### Handouts:

1. Issue Paper – Alternatives for method of accountability in the issuing of MOUs
2. Form - Used for the annual review of training MOUs
3. Summary of recommendations from Fuels and Fire Use Committee
4. Member list of Information and Education Committee, Committee Charter, Plan of Work
5. Draft Aviation Committee Charter
6. Structure Protection Specialist task book
7. Briefing Paper - Potential Causal Factors for Incidents in CY05